

Checklist of Major Project Deliverables¹

DESCRIPTION	RFP Section
Monthly progress reports	3.1C
Annual progress reports	3.1C
Test specifications	3.2B
New CELDT items (delivered in the CELDT item bank)	3.2D
Item reviews for content and bias	3.2E
Field test	3.2F
Test form construction	3.3
Answer document	3.3B
Braille tests and CD-ROM version	3.3C
Test administration materials	3.4
Test administration workshops	3.4B
Test administration training video	3.4B
Test materials, ordering, packaging, distributing, and retrieval system	3.4C
Data correction system	3.4E
Secure handling of sensitive materials	3.4G
Standard setting study	3.5
Standard setting report	3.5B
Scoring process	3.6
Electronic scoring template	3.6D
Quality control procedures (e.g., test decks)	3.6E
Calibrating, scaling, and equating procedures	3.7C
Common scale development	3.7F
Individual student reports	3.8B
Summary reports	3.8B
Individual student data files	3.8C
Student response file	3.8D
Summary data files (with and without suppression)	3.8E
Interpretation guidelines	3.8F
Technical reports	3.8G
Item bank maintenance	3.9A
Pre-identification system	3.9D
Secure data exchange	3.9E
Longitudinal database file	3.9F
Call center	3.10B
Audit reports	3.10C

¹ This is not an exhaustive list of project deliverables.